

13 February 1959

MEMORANDUM FOR: Comptroller

FROM : Acting Chief, Finance Division

SUBJECT : IG Survey of the Office of Personnel

REFERENCE : IG memo to DD/P, DD/I, and DD/S dated 29 Jan 1959

1. The following comments are submitted in compliance with referenced memorandum. Our comments are identified to and correspond with the paragraphs of that memorandum.

- (a) The Career Staff provides the security and incentive necessary to properly plan and administer the future development of each employee.
- (b) Membership selection in the Career Staff is just and equitable for each employee, however more publicity should be given the procedures and qualifications for membership. Many employees are of the opinion that 3 years service automatically qualifies one for acceptance into his respective Career Service.
- (c) Separate Career Services would afford each employee the opportunity of choosing between headquarters and field assignments consistent with his family and personal obligations. However, should such a system be adopted, transfer between field and department services should not be precluded in the event circumstances alter the individual's choice of service. In addition to the above, assignments within the services should be based on Agency requirements rather than the individual's choice of position or station.
- (d) The periodic review of the qualifications and past experience of each employee in order to establish the Competitive Promotion Schedules.
- (e) Yes, but believe as we gain experience in this field we will be able to make refinements and improvements.
- (f) From a Finance standpoint, it would seem that the educational background of employees in the various components of the DD/S would preclude other than limited exchange of

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individuals between DD/P, DD/I and also within DD/S. For example, it is unlikely that an accountant or economist would desire a position not involving these professions. On the other hand, the qualifications possessed by DD/P and DD/I personnel would not be conducive to a career in certain components of DD/S.

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